

April 5, 2023

Mr. Ross Beckwith
Public Works Director and City Engineer
City of West St. Paul
1616 Humboldt Avenue
West St. Paul, MN 55118

RE: Smith Avenue/Dodd Road Intersection Improvements

Dear Mr. Beckwith:

Kimley-Horn and Associates, Inc. (Kimley-Horn) is pleased to submit this proposal to the City of West St. Paul (City) for professional engineering services for the Smith Avenue and Dodd Road Intersection Improvements. Our project understanding, proposed scope of services, schedule, and fee are detailed below.

# **PROJECT UNDERSTANDING**

The City of West St. Paul recently received \$3,100,000 in federal grant funding to reconstruct the intersection Smith Avenue and Dodd Road. This intersection area currently serves more than 10,000 vehicles per day and is a busy City center area with local business, Albert Park, and neighborhood residential homes in the surrounding area. The City previously prepared a small area plan for the intersection in 2017 with the City's preferred intersection concept to include a realignment of Dodd Road and Bernard Avenue at Smith Avenue, generally as shown below. A roundabout and signal system layout were evaluated at Dodd Road and Smith Avenue as a part of the small area study. We understand the City prefers a signalized intersection layout to preserve maintain much right-of-way space for other amenities.





The realignment of the roadways at the intersection will allow for smoother traffic operations through the area, eliminate the safety concerns with the existing skewed intersection, and facilitate expanded park space for Albert Park in the remaining right-of-way space.

We also understand the Doddway Shopping Center is being evaluated for redevelopment in conjunction with the roadway improvements. Preliminary redevelopment plans include mixed use development with apartments, retail space, and a grocery store. We understand the development plans are still in a concept phase but are assumed to progress in 2023 with construction tentatively planned in 2024.

Because Smith Avenue (TH 149) is owned and operated by MnDOT, the project will require a cooperative agreement with MnDOT and approval of a geometric layout. The City has provided MnDOT's requirements for the cooperative agreement and approvals on this project and we have incorporated those requirements into our scope of work in this letter proposal. We understand the City seeks to complete the improvements within existing right-of-way and City owned land. The detailed scope of work below assumes construction of the roadway improvements is completed in 2025 and includes all project management, public engagement, topographic survey, environmental, geotechnical, traffic analysis, preliminary and final design, and bidding phase services that will be necessary to complete this project.

# **SCOPE OF WORK**

# Task 1: Project Management and Agency/Developer Coordination

#### Task 1.1 - General Project Management

Kimley-Horn will provide overall project management and utilize internal project management tools to monitor budgets, staff roles, and responsibilities for the project. We will communicate project updates directly with the City's project manager. We have assumed the project will commence in April 2023 and extend through January 2025 (22 months).

#### Task 1.2 – Kickoff and PMT Meetings

We will pre materials for and conduct up to twenty-one (21) PMT meetings and one (1) project kickoff meeting. Kimley-Horn will have up to two (2) staff present at each meeting and will be responsible for scheduling, agenda and summary notes. We have assumed the PMT will be comprised of City, Kimley-Horn, MnDOT Cooperative Agreement and MnDOT Technical Design team staff. Saint Paul Regional Water Services and City utility staff will be invited to PMT meetings when applicable.

## Task 1.3 - MnDOT Coordination Meetings

Kimley-Horn will prepare materials for and conduct the following coordination meetings with MnDOT staff:

 One (1) Cooperative Agreement project kickoff meeting with MnDOT staff. The purpose of the meeting will be to identify key project staff from MnDOT, discuss cooperative agreement procedures, discuss project schedule, and answer any questions from the design team regarding the initial project ICE and geometric layout project phases.



- Up to two (2) meetings with MnDOT staff during preparation of the ICE report to review traffic analysis, evaluate modeling results, and determine recommendations for the intersection.
- Up to one (1) review meeting with the Layout Approval Committee (LAC) to discuss comments on the geometric layout for the project.
- Up to two (2) review meetings with MnDOT at the 60% and 95% plan submittal levels to review plan and project submittal documents. Coordination with Saint Paul Regional Water Services (SPRWS) is assumed to occur at regular PMT meetings or via email correspondence.

## Task 1.4 – Developer Coordination Meetings

We have assumed up to two (2) specific meetings with the Doddway Center redevelopment team will be required. These meetings will be focused on design elements along the east side of Smith Avenue, traffic analysis information due to the redevelopment, and coordination on engagement efforts as a part of Task 2 below.

# Task 2: Public Engagement

#### Task 2.1 - Open Houses

Kimley-Horn will prepare materials for and conduct up to two (2) Open House meetings. The first Open House is assumed to be held in November 2023 following completion of the ICE and geometric layout. The second Open House is assumed to occur in October 2024 and focus primarily on the construction phase of the project. Kimley-horn will have up to three (3) team members present at each Open House.

We understand engagement activities need to coordinate with the Doddway Center redevelopment project. It is unknown at this time the schedule or number of public meetings that will be held for the redevelopment project. We have assumed up to two (2) KH staff members will attend one (1) public open house meeting, conducted by the City and/or developer for the Doddway Center project. KH staff will be available to answer questions regarding the public improvements project and speak to how the project designs are being coordinated.

#### Task 2.2 - Newsletter Advertisements

Kimley-Horn will prepare Newsletter Advertisements for the two (2) planned open house meetings. We have assumed the City will package and mail the newsletters.

## Task 2.3 - Social Media Graphics

Kimley-Horn will prepare social media graphics for up to three (3) social media platforms for City use in advertising the open house on their social media accounts.

# Task 2.4 – Stakeholder Meetings

We assume up to four (4) stakeholder meetings with businesses near the project area will be required to discuss design, parking, and/or property impacts. Kimley-Horn will be responsible for scheduling and providing materials necessary for each meeting. This task does not include coordination with the Doddway Center redevelopment team and that effort is included in Task 1.



# Task 3: Topographic Survey

Gorman Surveying Inc., as a Kimley-Horn sub-consultant, will provide professional surveying services for the project. Topographic survey will include existing private and public utility information, existing right of way mapping and existing physical features within the project area. All survey will be completed in Dakota County US Foot coordinates. Measure down information on sanitary sewer and storm sewer will also be obtained.

## Task 4: Environmental

# Task 4.1 - Early Notification Memo Preparation and MnDOT Coordination

Kimley-Horn will assume responsibilities related to coordination with MnDOT Contaminated Materials Management Team (CMMT) on Environmental Due Diligence (EDD)-1/EDD 2 review. Kimley-Horn will prepare and submit an Early Notification Memo (ENM) per MnDOT Transportation Project Development Process (TPDP) guidelines for the project.

## Task 4.2 - Programmatic Categorical Exclusion Preparation

Kimley-Horn will prepare and submit the required National Environmental Policy Act (NEPA) documentation for the project. It is assumed the project will meet 2020 Programmatic Agreement for Categorical Exclusion (CE) thresholds including Categorical Exclusion (CATEX) document. Kimley-Horn will coordinate with MnDOT staff to address comments and attain necessary approvals of the project environmental document.

## Task 4.3 – Section 4(f) Documentation Process

Kimley-Horn will prepare and submit Section 4(f) documentation for impacts to Albert Park. This scope assumes impacts would be considered *de minimis* per MnDOT and FHWA guidance. Kimley-Horn will coordinate with the official with jurisdiction (OWJ) to determine applicability and confirm form of Section 4(f) evaluation with MnDOT once potential impacts to park property are identified. A Section 4(f) de minimis evaluation will include the following:

- Preparation of a Request for Concurrence on Effects to Section 4(f) Resource Letter which summarizes comments received and how they have been considered; form will be submitted to MnDOT for FHWA review.
- Advertisement for opportunity for public hearing; assumes a 14-day comment period to request a public hearing.

# Task 4.4 - Level 1 (Desktop) Wetland Review

Kimley-Horn will prepare and submit Level 1 (Desktop) Wetland Delineation to document non-existence of wetlands within the project construction limits.

# Task 4.5 – Phase I and/or II Environmental Assessment (if needed)

Phase I and Phase II Environmental Site Assessments are not anticipated on this project. If MnDOT CMMT requests Phase I and Phase II investigations, we have assumed they will be addressed via a contract amendment.



# Task 5: Geotechnical Investigation

Braun Intertec, as a Kimley-Horn sub-consultant, will provide professional geotechnical services for the project. Braun will perform up to five (5) standard penetration test borings at depths of 14.5-feet for the project. Separate stormwater treatment borings are not included and information from the roadway borings is assumed to be sufficient for underground stormwater treatment design. Information attained with the borings will be summarized in a material design recommendation (MDR) investigation report which will include pavement recommendations for the roadways.

# Task 6: Traffic Analysis/ICE

Kimley-Horn will complete an intersection control evaluation (ICE) report for the Smith Avenue and Dodd Road intersection.

Preparation of the ICE is assumed to require the following scope of work:

- Perform a capacity analysis using Synchro/SimTraffic for the AM and PM peak hours under existing (2023) conditions
- Evaluate the 5-year crash history and develop crash rates at the study intersections using MnCMAT2
- Develop Opening Day and Future 2045 AM and PM peak hour turning movement counts
  using historic traffic growth rates, anticipated new development traffic in the area, and
  available future traffic forecasts provided by the City
- Perform a capacity analysis using Synchro/SimTraffic for the AM and PM peak hours under Opening Day and Future No-Build Conditions
- Performa a capacity analysis for the following intersection control types and configurations using RODES (for roundabout control) and Synchro/SimTraffic (for all other intersection control types) for the AM and PM peak hours under Opening Day and Future 2045 Conditions:
  - Roundabout at Smith Ave and Dodd Road
  - Signalized T-intersection at Smith Ave and Dodd Road
- Evaluate all-way stop control and signal warrants at the Dodd Road & Smith Avenue intersection
- Document the recommended intersection configuration and the results of the analyses mentioned above in an ICE report

We have assumed no geometric layouts will be prepared for a roundabout configuration at the intersection and the City desires to focus the recommendations on a signalized intersection configuration. A roundabout option will only be evaluated from a traffic operations perspective. We have also assumed review of up to two (2) different development layouts may be necessary as a part of the traffic analysis and modeling.



# Task 7: Preliminary Design and MnDOT Geometric Layout

## Task 7.1 - Preliminary Design & Level 1 Geometric Layout

Kimley-Horn will complete a preliminary design for the proposed intersection improvements and prepare a level 1 geometric layout for the proposed improvements. We have assumed the general layout of the improvements will be generally consistent with the signalized intersection layouts prepared with the City's small area plan. No 30% construction plans will be prepared and the level 1 geometric layout is assumed to be the 30% submittal document.

## Task 7.2 - Layout Coordination and Approval

Kimley-Horn coordinate and submit the prepared Level 1 Geometric Layout for the proposed roadway improvements for approval. Kimley-Horn will coordinate approvals and signature from the Layout Advisory Committee (LAC) and Geometric Design Support Unit (GDSU). Coordination with the LAC and GDSU outside of the meetings in Task 1 is assumed to be via email or phone correspondence.

# Task 8: Stormwater Management and Hydraulics Evaluation

## Task 8.1 - Stormwater Treatment & Hydraulic Evaluation

Kimley-Horn will identify stormwater treatment needs and design BMPs to meet applicable City of West St. Paul and NPDES standards. It is assumed that up to one (1) underground BMP will be necessary within existing right of way for stormwater treatment from the project area. We will prepare final design plans, details, and specifications for the proposed stormwater treatment BMP.

Kimley-Horn will also evaluate the existing storm sewer system with the roadway alignment modifications and make replacement recommendations. Our review will include a hydraulics evaluation of the storm sewer system to meet applicable MnDOT State Aid design standards for pipe flow and catchment spread.

#### Task 8.2 – Stormwater and Hydraulic Report

We will prepare and submit a Stormwater Management and Hydraulics Report to MnDOT and the City to obtain all approvals necessary for construction of the storm sewer improvements. We have assumed this report will be formatted consistent with previous Stormwater Management reports completed for West St. Paul projects along State Aid roadways.

# Task 9: Final Design

## Task 9.1 - Final Design (60%, 95%, 100%)

Kimley-Horn will prepare and submit to City and MnDOT Agencies 60%, 95%, and 100% Plans for the proposed improvements. Kimley-Horn will also prepare Project Manual and Special Provisions with 95% and 100% submittals. The following plan sheets are assumed to be prepared as part of the plans:

- Cover sheet
- Statement of Estimated Quantities
- General Notes and Quantity Tabulations
- Utility Tabulations
- Typical Sections
- Construction Details



- Traffic Control and Detour Plan
- Alignment Plan and Tabulation
- Removal and Existing Conditions Plans
- Construction Plan and Profiles
- Storm Sewer laterals and Tabulation
- Utility Improvement Plans
- SWPPP

- Turf establishment and Erosion Control Plan
- Intersection Detail Plans
- Signing and Striping Plans and Details
- Signal Improvement Plans and Details
- Lighting plans and details (roadway lighting)
- Cross Sections

## Task 9.2 - MnDOT / Cooperative Agreement Submittals and Approvals

Kimley-Horn will coordinate necessary document submittals and approvals with MnDOT Cooperative Agreement staff and Construction Plans with MnDOT Functional Groups to obtain final cover sheet signatures.

#### Task 9.3 - Cost Estimates

Kimley-Horn will prepare Engineer's Opinion of Probable Costs at each plan submittal (60%, 95%, and 100%).

# Task 9.4 - Project Manual and Special Provisions

Kimley-Horn will prepare the Project Manual and Special Provisions with the 95% and 100% project submittals. The Project Manual and Special Provisions are assumed to be formatted consistent with previous City of West St. Paul street reconstruction projects.

## Task 9.5 - Utility Coordination

It is assumed that Utility Coordination will require two (2) coordination meetings and two (2) rounds of Gopher One Call Requests. We will work with utility companies to identify impacts due to the proposed improvements and coordinate relocations ahead of construction. We will prepare a meeting summary following each utility coordination meeting.

## Task 10: Bidding Services

Kimley-Horn will manage and upload necessary documents to QuestCDN for bidding services. Kimley-Horn will also host the bid opening and prepare bid tabulation and summary following bidding. It is assumed that Kimley-Horn will prepare up to two (2) addendums as needed during bidding.

# Task 11: Park and Memorial Planning (Optional)

Kimley-Horn will develop up to two (2) concepts for the existing park green space and fallen police office memorial in the existing right-of-way areas remaining after realignment of the roadways at the intersection. Preliminary park concepts are assumed to be delivered in the form on hand drawn sketches and no detailed renderings will be prepared. We have assumed up to one (1) meeting with City engineering and parks staff will be held to discuss the concepts sketches.



Upon review of the preliminary park concepts with City staff, we will prepare a CAD based rendering highlighting specific site elements of the preferred parking alternative. Final design services for the final park concept are not included.

# **SCHEDULE**

See attached schedule.

# **ESTIMATED COSTS**

Kimley-Horn will provide the scope of services identified above on an hourly basis. Our total estimated cost for the Scope of Services is summarized in the table below.

Task 1 – Project Management and Agency/Developer Coordination	\$ 42,860
Task 2 – Public Engagement	\$ 20,090
Task 3 – Topographic Survey	\$ 14,280
Task 4 – Environmental	\$ 14,640
Task 5 – Geotechnical Investigation	\$ 10,260
Task 6 – Traffic Analysis/ICE	\$ 23,670
Task 7 – Preliminary Design and MnDOT Geometric Layout	\$ 18,990
Task 8 – Stormwater Management and Hydraulics Evaluation	\$ 15,440
Task 9 – Final Design	\$118,750
Task 10 – Bidding Services	\$ 3,980
Subtotal	\$282,920
Reimbursable Expenses	\$ 15,000
Total	\$297,920
Optional Task 11 – Park and Memorial Planning	\$9,220

We propose to complete the services on an hourly basis with a not-to-exceed cost of **\$297,920** including all labor and reimbursable expenses. A detailed breakdown of hours and fees per task is attached. Labor fee will be billed according to our current standard hourly rate schedule. Fees and times stated in this Proposal are valid for 120 days after the date of this letter. We appreciate the opportunity to submit this proposal and look forward to working with you on this project. Please feel free to contact me if you have any questions.

Sincerely,

KIMLEY-HORN AND ASSOCIATES, INC.

Eric Fosmo, P.E. Project Manager Luke Moren, P.E. Project Engineer

Luke Morin

		Project Manager/Senior Project Advisor	Task Lead	Staff Engineer or Planner	Graduate Engineer or Planner	CAD/Graphics Designer	Admin	Sub-Consultant (Survey)	Sub-Consultant (Geotech and Environmental)	Total Hours	Expenses	Estimated Fees
TASK 1	PROJECT MANAGEMENT AND AGENCY/DEVELOPER CO	ORDINA	TION									
1.1	General Project Management	44					26			70		\$11,880
1.2	Kickoff (One) and PMT (21) Meetings	44	44	20	6	4				118		\$21,930
1.3	MnDOT Coordination Meetings	10	10	14						34		\$6,190
1.4	Developer Coordination Meetings	4	4	8						16		\$2,860
	Subtotal	102	58	42	6	4	26	0	0	238	\$ 2,100	\$42,860
TASK 2	PUBLIC ENGAGEMENT											
2.1	Open Houses (Up to two (2) Open Houses)	8	8	16	24	10	16			82	\$2,000	\$12,070
2.2	Newsletter Advertisements		2	4	8					14		\$2,100
2.3	Social Media Graphics		2			4	4			10		\$1,360
2.4	Stakeholder Meetings (Up to four (4) meetings)	8	8	2	8					26		\$4,560
	Subtotal	16	20	22	40	14	20	0	0	132	\$ 3,000	\$20,090
TASK 3	TOPOGRAPHICAL SURVEY											
3.1	Survey Data		2			6		119		127		\$14,280
	Subtotal	0	2	0	0	6	0	119	0	127	\$ 100	\$14,280
TASK 4	ENVIRONMENTAL				•							
4.1	Early Notification Memo Preparation and MnDOT Coordination		2	8	14					24		\$3,550
4.2	Programmatic Categorical Exclusion Preparation		2	10	16					28		\$4,140
4.3	Section 4(f) Documentation Process	2	2	10	22					36		\$5,360
4.4	Level 1 (Desktop) Wetland Review		1	2	8					11		\$1,590
4.5	Phase I and/or II Environmental Site Assessment		ļ.	!	-			-	Effort t	o be include	ed as an amend	dment if needed.
	Subtotal	2	7	30	60	0	0	0	0	99	\$ 700	\$14,640
TASK 5	GEOTECHNICAL INVESTIGATION											
5.1	Geotechnical Investigation and MDR		2	4					84	90		\$10,260
	Subtotal	0	2	4	0	0	0	0	84	90	\$ 100	\$10,260
TASK 6	TRAFFIC ANALYSIS / ICE											
6.1	Traffic Analysis / ICE	8	24	40	82					154		\$23,670
<b>—</b>	Subtotal	8	24	40	82	0	0	0	0	154	\$ 1,200	\$23,670
TASK 7	PRELIMINARY DESIGN AND MNDOT GEOMETRIC LAYO			10							, .,200	\$20,010
1,64,4	- RELIMINARY DEGICIT AND MINDOT GEOMETRIC LATO	1		16	32	54	4			116		\$16,540
	Drollminary Design & Layel 1 Cognetical avout			ı ın	1 32	04	4	1	1	1 110	1	\$ 10,540
7.1	Preliminary Design & Level 1 Geometric Layout	2	8	_						1/		<b>ድ</b> ጋ ለደበ
	Layout Coordination and Approval	2	4	8	22	E4	4	0	0	14	\$ 900	\$2,450 <b>\$18,990</b>
7.1	Layout Coordination and Approval  Subtotal	2		_	32	54	4	0	0	14 <b>14</b>	\$ 900	\$2,450 <b>\$18,990</b>
7.1 7.2 TASK 8	Layout Coordination and Approval  Subtotal  STORMWATER MANAGEMENT AND HYDRAULIC EVALU	2 4 JATION	4 12	8 24		54	4	0	0	14	\$ 900	\$18,990
7.1	Layout Coordination and Approval  Subtotal	2	4	8	<b>32</b> 40 8	54	4	0	0		\$ 900	

		Project Manager/Senior Project Advisor	Task Lead	Staff Engineer or Planner	Graduate Engineer or Planner	CAD/Graphics Designer	Admin	Sub-Consultant (Survey)	Sub-Consultant (Geotech and Environmental)	Total Hours	Expenses	Estimated Fees
TASK 9	FINAL DESIGN											
9.1	Final Design (60%, 95% and 100%)	12	40	160	240	260	0			712		\$103,160
9.2	MnDOT / Cooperative Agreement Submittals and Approvals		2	2	4					8		\$1,240
9.3	Cost Estimates	2	4	6	12					24		\$3,750
9.4	Project Manual and Special Provisions	2	4	12	16					34		\$5,250
9.5	Utility Coordination	2	4	16	12					34		\$5,350
	Subtotal	18	54	196	284	260	0	0	0	812	\$ 5,900	\$118,750
TASK 10	BIDDING SERVICES											
10.1	Bidding Services		4	10	12					26		\$3,980
	Subtotal	0	4	10	12	0	0	0	0	26	\$ 200	\$3,980
TOTAL E	STIMATED PROJECT COST (FEES AND EXPENSES)											\$297,920
TOTAL PRO	JECT HOURS	154	197	402	564	338	50	119	84	1792		
_	Rates (Per Hour)	\$180-\$225 per hour	\$155-\$200 per hour	\$125-\$180 per hour	\$125-\$160 per hour	\$100-\$150 per hour	\$80-\$100 per hour	\$100-\$180 per hour	\$100-\$180 per hour			
TASK 11	PARK AND MEMORIAL PLANNING (OPTIONAL)											
11.1	Park and Memorial Planning	4	8	16	32					60		\$9,220
	Subtotal	4	8	16	32	0	0	0	0	60	\$ 500	\$9,220

# Smith Avenue and Dodd Road Intersection Improvements April 2023

